



ORDINARY COUNCIL MEETING

TUESDAY 11 AUGUST 2015

AGENDA

VISION: *Yarra Ranges will be a vibrant and dynamic municipality based on strong local communities living in a place of great natural beauty.*

Our world class municipality will be sustained by a strong local economy and a rich social fabric that is consistent with and supports its environmental values.

MISSION: *Yarra Ranges Council:*

- *Is a collective voice for its people.*
- *Builds healthy, connected and viable communities.*
- *Protects and enhances the natural environment.*
- *Provides transparent, accountable and participatory local democracy.*

NOTES FOR QUESTIONS AND SUBMISSIONS FROM THE PUBLIC

The public is invited to submit questions to the Ordinary Council Meeting via phone, email, online form on the Shire website, or on forms provided in all Council Community Links. They can be lodged prior to 5pm on the day of the Council Meeting.

A maximum of 15 minutes each meeting will be allocated to Question Time. A limit of one question per person per meeting will apply. Multiple parts to a question will be treated as multiple questions. As far as practicable questions will be considered in the order of receipt. Questions will be read out on the night and if possible will be answered by the appropriate officer. If a question is not able to be answered on the night or if time constraints restrict the ability to read out a question then it will be answered in writing in accordance with Council's normal correspondence procedures.

Questions relating to items on the agenda or which are repetitions of previous questions will not be considered.

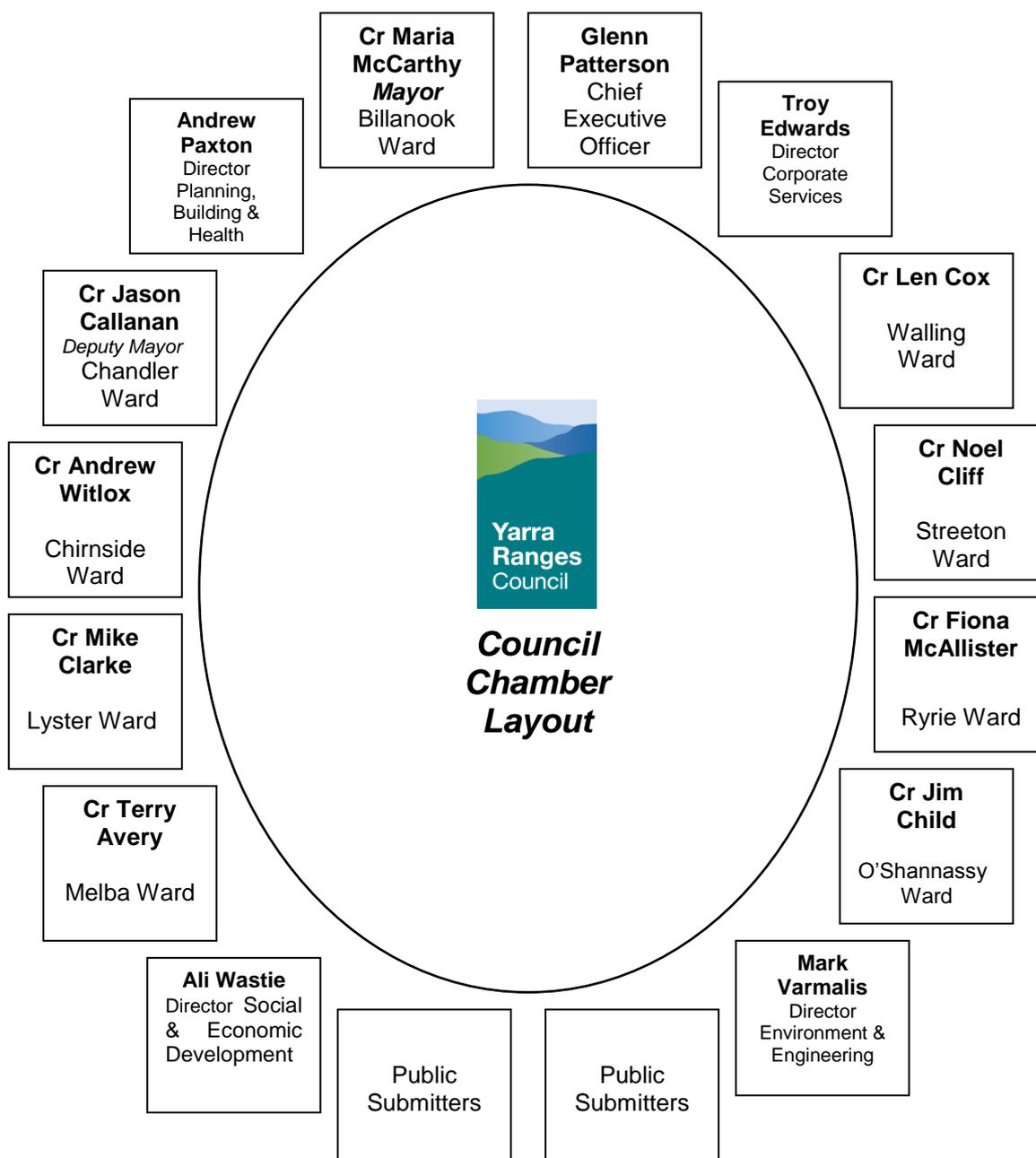
The submitter of a question may attend the meeting if they wish to, but it is not a requirement.

Submissions to Council on matters not listed on the Ordinary Council Meeting agenda for consideration will be heard prior to the consideration of items listed on the agenda. Persons wishing to make a submission are requested to contact Corporate Support staff on 9294 6118, to advise of their request and the issue they want to raise at least ten days prior to the meeting they wish to attend to allow consideration of the request and appropriate arrangements to be made. Submissions should not relate to matters already considered by Council nor matters relating to operational issues.

People making submissions are welcome to bring plans and supporting material, including copies of documents and Powerpoint presentations. A copy of any electronic presentation needs to be given to Corporate Support staff by midday of the date of the meeting to ensure compatibility with the Shire's computer system.

Submissions in relation to a specific item on the agenda for consideration will be invited by the Chair according to the order of business for the meeting. For planning applications and policy issues, the Chair will invite one representative to speak on behalf of any objectors and one representative to speak on behalf of the applicant. For other matters on the agenda, only one submitter will generally be invited to address Council unless there are opposing views.

It is expected that submissions will be made in a way that is respectful of Councillors and staff. The submission time is not a forum for discussion or debate. In all cases, a maximum of five minutes per submitter is allowed.



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YARRA RANGES COUNCIL

AGENDA FOR THE 413TH ORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 11 AUGUST 2015 COMMENCING AT 7:00PM IN COUNCIL CHAMBER, CIVIC CENTRE, ANDERSON STREET, LILYDALE

1. COUNCIL MEETING OPENED

2. INTRODUCTION OF MEMBERS PRESENT

3. APOLOGIES AND LEAVE OF ABSENCE

An apology for this meeting has been received from Councillor Len Cox.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 28 July 2015, as circulated, be confirmed.

5. DISCLOSURE OF CONFLICTS OF INTEREST

In accordance with section 79 of the Local Government Act 1989.

6. QUESTIONS AND SUBMISSIONS FROM THE PUBLIC

In accordance with Clause 83 of Meeting Procedures and Use of Common Seal Local Law 2014

7. BUSINESS PAPER

PLANNING, BUILDING AND HEALTH

No. of Pages – 9

7.1 Burnham Beeches, 1 Sherbrooke Road, Sherbrooke - Proposed Planning Scheme Amendment

ATTACHMENTS	1	Proposed Schedule SUZ
	2	Master Plan Part 1
	3	Master Plan Part 2
	4	Master Plan Part 3
RESPONSIBLE OFFICER	Director Planning, Building & Health	

SUMMARY

- The owners of Burnham Beeches, 1 Sherbrooke Road, Sherbrooke, are requesting an amendment to the Yarra Ranges Planning Scheme to allow staged development of the 22.67 hectare site in the Dandenong Ranges. The owners seek Council's support to undertake and exhibit a planning scheme amendment which will introduce a new schedule to the Special Use Zone and support a more intense and extensive development than is allowed for under the existing schedule.
- The amendment will facilitate a three stage master plan which proposes to reinstate a 46 suite hotel and function facilities in the Norris Building. The remaining area of the site is proposed to be fully developed with 2 restaurants, brewery, shop / café, a spa (wellness) centre, cooking school, group accommodation, outdoor cinema / concert facilities and agriculture. The master plan also proposes approximately 80 dwellings ('villa units') ranging from 1 - 5 bedrooms to be located on the site, along with 20 camping 'pods'. It is understood the villa units are to be used and managed as part of the hotel accommodation but will be sold individually and consequently are required be considered as dwellings.
- The proposed schedule is proposed to exempt third party notification and appeal rights for any future permits issued on the site, meaning that once the amendment is approved, the public will have no further ability to object to any development on the site that is generally in accordance with the master plan.
- While a tourism development on this site that includes restoration of the Norris Building is generally supported, the information provided to date is insufficient to fully assess the amendment and to determine whether the site could actually accommodate what is proposed under the master plan. In particular, the extensive residential/ accommodation proposed on site is of concern and raises many issues that have not been addressed. It is suggested that further information be provided before the amendment is considered and progressed to authorisation and exhibition.

RECOMMENDATION

That

1. ***Council provides in principle support for a proposed planning scheme amendment for the redevelopment of the Burnham Beeches site at 1 Sherbrooke Road, Sherbrooke.***
2. ***Council is not prepared to seek authorisation from the Minister for Planning to prepare and exhibit an amendment until further information is provided that responds to the issues detailed in this report.***
3. ***Upon receipt and assessment of this additional information, Council is prepared to reconsider the Planning Scheme Amendment request.***

PROPOSAL

The proposed planning scheme amendment creates a new schedule in the Special Use Zone to accommodate a development proposal for the Burnham Beeches site located at 1 Sherbrooke Road, Sherbrooke, refer to Attachment 1. The schedule has three associated master plans which are shown in Attachment 2. The site is currently zoned Special Use Zone Schedule 2 – Major Tourist Facility (SUZ2). The site is located in the Dandenong Ranges and is bordered by the Dandenong Ranges National Park, Alfred Nicholas gardens and rural living allotments to the north.

Burnham Beeches is the former estate of the Nicholas family (Aspro fortune). The house, designed by Harry Norris was built in 1933 and has a State heritage listing. It has been used in the past as a luxury hotel, which is the reason for the existing Special Use Zone and schedule. The Zone allows for a 'major tourist facility' in the existing house and places specific limitations on the number of patrons and number of hotel suites allowed within the heritage building. The current schedule does not contemplate development of anything outside of the historic house (Norris Building).

The new schedule would facilitate a three stage master plan which proposes to use the land for 2 restaurants, a brewery, a 46 suite - hotel with function room and other ancillary facilities, 80 dwellings ranging from 1-5 bedrooms, 20 camping 'pods', a shop / café, a spa (wellness) centre, cooking school, group accommodation, outdoor cinema / concert facilities and agriculture. It is understood the dwellings are proposed to be managed as part of the hotel accommodation but will be individually owned - indicating the site will be subdivided at some point as part of future development.

Other planning controls applied to the site include the Heritage Overlay, Erosion Management Overlay and Bushfire Management Overlay. None of these overlays are proposed to be altered as a result of the amendment and will need to be addressed as part of further permits associated with development.

The proposed SUZ schedule is a significant departure from the previous controls applied to this site which allowed development only within the Norris Building. The new schedule expands the uses on the site to include dwellings, outdoor concerts and cinema, camping, a gourmet food shop and a cooking school. The vision for the site is to include all elements of food, from farm to table, as well as have cooking demonstrations and entertainment.

It is the proponent's vision that the site will offer a complete resort package and visitors will not be tempted to leave the property. The master plans show development of the entire site, with a large part of it for residential accommodation, albeit proposed to be associated with the hotel. However no supporting documentation has been provided to show how this will be implemented. The Schedule to the SUZ specifically includes 'dwelling' as the units will be sold individually to investors in the resort, foreshadowing future subdivision.

The Special Use Zone can be structured to exempt third party notification and appeal rights for all permits, provided they are 'generally' in accordance with the schedule and any master plan. The proponent is seeking to exercise this option, meaning once the amendment is approved, the public will have no opportunity to challenge or contest any future planning permits on this site provided they are 'generally' consistent with the attached master plans and Schedule. This includes permits for buildings and works, subdivision etc.

The application is for a planning scheme amendment to facilitate tourist development, which is the purpose of the zone. No associated permits for subdivision or development have been lodged as a part of the Amendment and will be required following approval of the amendment. Three master plans (Attachment 2) are proposed to form part of the schedule and broadly define future dwellings with more specific detail provided about the number of dwellings and bedrooms as well as assorted tourist development including restaurants, brewery etc.

The eventual development is proposed to be undertaken in stages. Stage 1 has already been partially completed under an existing permit and consists of a restaurant in the old cattle pavilion, croquet greens the produce garden, truffle farm and animal husbandry (pigs and emus). Also included in Stage 1, and yet to be built, are a cooking school/ classroom, a gourmet food and produce shop, brewery, outdoor concert and cinema facilities, as well as a 'green room' and accommodation for performance artists. A permit was issued in 2014 to subdivide Stage 1 from the remaining part of the property.

Stage 2 will be the development of approximately 80 villa units, which are classified in the Planning Scheme as dwellings (rather than group accommodation) as they will be individually owned. The plan indicates they will be one and two storey buildings, some semi attached ranging from 1-5 bedrooms. According to the proposed planning controls they will be used 'predominantly for tourism purposes' and will be 'associated with the hotel'. Council has been informed that the numbers of bedrooms shown on the master plans are what will be required to make the hotel in the Norris Building viable. There will also be 20 camping pre fabricated pods built on site to cater for a different market sector.

The hotel in the Norris Building, arguably the most important feature of the site, and the anchor for the Special Use Zone will be restored as part of Stage 3 (final stage). The hotel will have 46 suites, function room and other ancillary facilities. Stage 3 also includes a stand alone 'wellness centre'/ spa. Council has been advised Stage 3 will be undertaken pending the financial success of Stages 1 and 2.

The proposed (and existing) restaurants, hotel, brewery and shop take advantage of existing heritage farm buildings and silos scattered on the eastern part of the site and appear entirely consistent with the intent of the Zone.

BACKGROUND

Burnham Beeches was the former home of the Nicholas family (Aspro founder) and is a State heritage listed site along with the adjacent Alfred Nicholas gardens. The house built in 1933 was designed by the well known Melbourne architect Harry Norris and is often referred to as the 'Norris Building'. The overall site is approximately 22.6 hectares.

In the years since the Nicholas family occupied the property, the Norris Building has been used for a number of activities including a hospital, but its last iteration, was as a luxury hotel which closed around 20 years ago. During its time as a hotel two wings were added to the original building. The associated formal gardens which formed the main entrance to the house have subsequently been subdivided from the site and are now owned and managed by Parks Victoria. (The Alfred Nicholas Gardens) Outside of the house the majority of the site has been and continues to be used as a farm, with a number of farm buildings scattered on site.

The Proposed Amendment

The new owners of the property would like to redevelop the farm and the heritage buildings on the property as a 'world class' leisure destination which offers a gourmet culinary experience combined with promotion of art and culture as per the description earlier in this report. The subject of this report is the planning controls, or specifically changes to the Planning Scheme, which will be required to accommodate this vision.

Council has been in discussion with the owners of the land regarding this amendment for well over a year. Following development of the cattle pavilion restaurant which was leveraged via an existing permit; it became apparent the existing zone provisions fall well short of accommodating the new vision. Council officers recommended an amendment be prepared as a simple and clear way to develop controls which specifically support the new proposal, particularly as the existing zone provisions place limitations on the patrons. It is intended that through the amendment process Council and the community will have the ability to assess the proposal and how it will integrate with the surrounding area.

The Submitted Documentation

The Special Use Zone is unique in that each schedule to the Special Use Zone is tailored to a specific site. The schedule sets out parameters for the scale and intensity of each proposed land use and generally there is a master plan to indicate the layout of the development and land uses. The SUZ functions as the framework for a specific development proposal and sets out conditions for land use similar to other zones. It can also contain permit like conditions to address specific issues.

There are several aspects of the proposal which have not been clarified in the submitted documentation and raise issues about the development of the site and how it relates to the tourism use specified by the Zone. For example, how will the subdivision of the hotel units be structured and how will they be legally integrated with the hotel? What happens if in future the hotel is no longer in operation? How will services such as sewer and rubbish collection be provided?

The supporting information particularly in the traffic report assumes the villa units will be part of the hotel and calculates trip generation and parking requirements as per a motel. While this is a reasonable premise, there is actually nothing in the planning controls to support this will be the case. It must be recognised that half of the development appears as a conventional subdivision. Some of the villa units are 3-5 bedrooms which would reasonably require more parking spaces than a motel room. In order for an accurate assessment to be made of traffic and parking requirements all potential land use and development must be considered. The existing documentation fails to undertake a proper assessment of development particularly when the provisions of the SUZ indicate the uses may extend beyond just visitor accommodation. Further, it does not allocate appropriate numbers of parking spaces for the commercial, concert function and restaurant facilities on the assumption that many visitors will arrive by limousine, bus and bicycle.

The main access to the site is proposed to be through the Alfred Nicholas Gardens (Parks Victoria) as shown on the master plans. To date it is understood that no agreement has been reached between the proponent and Parks Victoria on this matter, which is fundamental to the development and proposed traffic circulation.

Without accurate supporting information Council cannot assess the viability of this proposal and the public is not privy to a transparent process, nor informed of the actual traffic implications. If the schedule to the Special Use Zone is approved, there will be a strong expectation that whatever is shown in the schedule and master plan has already been assessed and is appropriate for this site. While a number of uses will still be discretionary, it could be argued that Council has already considered this and effectively agreed to this level of development when the schedule was put in place. While some detail can be deferred to the permit stage, information on traffic, parking, servicing and access to the site are fundamental and must be assessed as part of the amendment.

History of Planning Controls

Burnham Beeches was put into the Special Use Zone at the time planning schemes in Victoria were standardised. The Special Use Zone as its name implies, was used in special circumstances where the existing (or approved) use of the land could not be accommodated within the standard zones. The schedule to the Special Use Zone is used to apply specific controls relevant to a particular site and is often accompanied by a site plan which further defines what can occur on site.

The current Schedule 2 entry for Burnham Beeches was drafted for the earlier luxury hotel and it assumes restaurants, bars and function rooms are all contained within the historic Norris Building. The schedule places specific restrictions on patron numbers for the hotel, dining room and function centre as follows:

A permit may be granted only if the total guest accommodation does not exceed 110 suites and dwellings, the number of restaurant seats does not exceed 120, the bar/ lounge area does not cater for more than 52 people and function facilities do not cater for more than 375 people.

Since the closure of the hotel, several ideas have been put forward to redevelop the Norris Building. Several permits were issued consistent with above provisions of the zone.

There is one active permit on the land (YR2004/2028B) which is for the use and development of the land for tourist accommodation including restoration of the Norris Building and access improvements at the Sherbrooke Road entrance.

This permit has been used for the development of a restaurant in the cattle pavilion, which was allowed by transferring the patron allocations from the Norris Building to a different building on the site.

A permit was also approved by Council in 2014 to subdivide the site into two lots. The subdivision removes the piggery building (existing restaurant) and Stage 1 from the remaining part of the site.

STRATEGIC LINKS

This amendment request is required to be assessed against the Yarra Ranges Planning Scheme, relevant Ministerial directions and planning practice notes including the *Strategic Assessment Guidelines for Planning Scheme Amendments*.

CONSULTATION

A full public consultation will be undertaken as part of the planning scheme amendment process. However it is recommended further information be obtained from the proponent in order for the amendment to be fully considered and progressed further.

FINANCIAL IMPLICATIONS

The cost of running a planning scheme amendment is covered in the recurring budget for this purpose. The fees and panel costs associated with this amendment will be covered by the proponent.

KEY ISSUES

While the concept of a tourism development is supported in principle, there are a number of issues within the amendment and supporting documentation that should be rectified before the amendment can be fully assessed and proceed for Ministerial authorisation and public exhibition. Therefore a full strategic assessment of the proposal has not been able to be undertaken at this stage. The supporting reports are insufficient in detail to support the proposed amendment. The following key issues have been identified:

- The purpose of the zone is for a major tourist use. While the restaurants, brewery and hotel support tourism and are entirely consistent with the stated purpose of the zone, the villa units (hotel rooms) have a more tenuous link to tourism and will in fact be developed prior to the hotel. There is no documentation in the amendment to validate how the villas are to be used. It is anticipated the sale of the residential portion of the site is intended to raise revenue for the hotel redevelopment. If this is the case, it may be more appropriate and transparent to seek a rezoning of that portion of the site to a Green Wedge A Zone or similar zone to allow rural living, consistent with the land to the north.

The Special Use Zone should not be used as leverage for a residential development that could be accommodated in a standard zone.

- The density of the dwelling accommodation is much greater than would be expected in a green wedge area. In fact the density of the villa units is roughly calculated at 1/1300m² which is equivalent to a residential lot in an urban area. By comparison the surrounding dwellings are on lots of 0.5 hectare in size. This raises concerns of whether the scale of residential accommodation is appropriate in a green wedge area? There will be associated traffic impacts on the surrounding road network which is already constrained. The only concession to the surrounding residents is the proposed buffer zone shown on the master plan that identifies 'no build zones'.
- Given the level of intensity of development and proposed dwellings, it is appropriate that an environmental assessment be undertaken at the amendment stage to ensure the land can be used for the intended residential uses.
- The Bushfire Management Overlay is applied to the site. A report on the Bushfire Attack Levels (BAL) has been prepared to accompany the application, but there is no assessment of introducing significant accommodation / development in this area.
- The issue of the villa units and how they will be linked to the Hotel is not known. The connection could be regulated by a Section 173 agreement to be put on the titles. If a section 173 agreement is used it should be exhibited and form part of the amendment documentation.
- There are some fundamental questions about how the development, particularly the dwellings will be serviced. These should be more accurately addressed in the supporting amendment information. The proposal includes a developer owned and operated sewage treatment plant for the whole site but it is not clear how this will operate and whether there is an agreement in place with Parks Victoria to use the treated effluent as proposed. There would also need to be further discussions with Yarra Valley Water and confirmation with the proponent on the likelihood of reticulated sewer. Also, there is no understanding of responsibilities associated with waste disposal (rubbish collection).
- More information is required about traffic generation and the feasibility of using Clarkmont Road as the main access for the majority of villa units. The traffic generation is estimated on vehicle trips for motels which significantly reduces the anticipated trip generations. It is considered that this is inconsistent with a 3-5 bedroom house - particularly one that is not consistently used as hotel accommodation. Further, it is questionable whether Clarkmont Road can accommodate the anticipated additional traffic as proposed by the submitted traffic report.
- There is an outstanding issue with Parks Victoria about access to the site through the Alfred Nicholas Gardens. Council has conditioned the existing restaurant permit to access the site through the Gardens which is safer for people approaching the site from Kallista. There is little visibility of oncoming traffic if making a right turn due to the significant bend in the road. To date it is understood that Parks Victoria has not reached an agreement with the developer on whether the Alfred Nicholas Gardens entry can be used for the development. This is an intrinsic part of the proposal.

- Under the provisions of the Special Use Zone, it is possible to exempt third party notification and appeal rights for all future permits associated with the development of the site. The proponent is seeking to retain this exemption. If successful, abutting and nearby residents would have no capacity (after the Amendment process is complete) to challenge any future permit applications. The proposed exemption further supports the need for detailed information to be exhibited with the Amendment to ensure a thorough analysis of the proposal is undertaken.

Environmental Impacts

A preliminary environmental assessment has been provided. The environmental inspection undertaken by Brett Lane & Associates provides an overview of the native vegetation and fauna habitat present and considers the potential impacts associated with the proposed master plan. The assessment identifies small patches of remnant vegetation (Wet forest) and scattered remnant trees (mainly Mountain Ash - *Eucalyptus regnans*) and numerous planted and exotic species. Most of the property has been subject to a long history of grazing and has been cleared of its original vegetation and consequently the habitat value of much of the site is considered to be low. Areas along the northern boundary, however, are likely to provide habitat for a range of indigenous faunal species common to the Dandenong Ranges.

The assessment provides a limited discussion on the potential impacts associated with the proposed future development but notes that the impacts along the more sensitive northern boundary have been minimised. The assessment recommends that further detailed investigations are required including an arborist assessment that identifies appropriate tree protection zones and that this could be undertaken during the subsequent permit process.

Social Impacts

The amendment will provide for major tourism development and proposes to reopen a culturally significant heritage site. The future development could have a positive social impact for residents and tourists to the area, however could also impact on these through the scale and density of development proposed..

Economic Impacts

The amendment supports a major tourist development which would have a positive economic benefit through the creation of jobs and boost the local economy by increasing overnight tourism and allowing visitors to see other attractions and other businesses in the Dandenong Ranges during their stay.

There are no immediate economic impacts from the planning scheme amendment but there may be associated economic impacts with servicing the development in future.

Risk Assessment

Areas of the site are within the Bushfire Management Overlay and the Erosion Management Overlay. The amendment proposes development within these areas.

Council will need to ensure that any future development is constructed in accordance with the requirements of these overlays.

Council must also consider the implications of introducing significant residential accommodation and intensification of uses in a bushfire area, particularly in a location with limited access.

CONCLUSION

The Burnham Beeches site is truly unique and it is desirable to see it used as a tourist destination, particularly if it involves the restoration of the Norris Building as a hotel. The use of the existing buildings and development of the restaurants and brewery is entirely consistent with a major tourist facility, as are the proposed cooking school, concert facilities and amenities. These parts of the proposed amendment are supported in principle. It is considered the development of 80 residential/accommodation units is generally not consistent with the purpose of the zone and there are serious reservations in progressing an amendment to facilitate such development even at a master plan stage without detailed supporting information.

Overall, the information supporting the amendment is considered to be inadequate at this stage for a proper assessment and for it to progress to seeking authorisation and public exhibition. It is therefore suggested that Council provide in principle support for the overall proposal however more detail is required for Council to be able to properly assess the proposal and recommend it to be authorised by the Minister for Planning.

(Attachments to this report are available for viewing separately on Council's Website)

7.2 Amendment C146 Intensive Animal Husbandry

ATTACHMENTS	1	Location of Green Wedge Zone 1
	2	Location of Green Wedge Zone 2
	3	Location of Green Wedge Zone 3
	4	Intensive Agriculture Study 2014
	5	Summary of Submissions to C146
RESPONSIBLE OFFICER	Director Planning, Building & Health	

SUMMARY

- Amendment C146 proposes to remove the current prohibition on Intensive Animal Husbandry in the Green Wedge Zone Schedules 1, 2 and 3 and to modify policy at Clause 21.04 relating to Intensive animal husbandry.
- Amendment C146 was put on public exhibition from 30th April – 9th June 2015.
- This report provides a summary and commentary on the issues which were raised in the submissions to Amendment C146. The report recommends that the Amendment and submissions be referred to independent planning panel for consideration.
- In referring the Amendment to a panel, it is recommended that in its submission to the panel, Council maintain a prohibition on the specified intensive animal husbandry uses Broiler farm and Cattle feedlot and that other intensive animal husbandry uses become a permissible use subject to the granting of a planning permit.
- The report also notes that a review of the definition of intensive animal husbandry is underway by the State Government and this should be considered before making a final decision on the amendment.

RECOMMENDATION

That Council

1. ***Request the Minister for Planning appoint an independent planning panel to consider all submissions received in response to Amendment C146 to the Yarra Ranges Planning Scheme.***
2. ***Refer the amendment and all submissions received to the panel for its consideration and recommendations.***
3. ***Base its submission to the appointed panel on the commentary contained in the above report noting that the defined uses Broiler farm and Cattle feedlot should continue to be prohibited in the Green Wedge Zone 1-3, and that other forms of intensive animal husbandry should become a permitted use subject to the granting of a planning permit.***

4. ***Write to the Victorian Government Minister for Agriculture to seek further details on the scope of the review into the Victoria Planning Provisions relating to emerging animal husbandry practices and request that Yarra Ranges Council be consulted.***
5. ***Consider the status and any outcomes of the State Government's review of the Victoria Planning Provisions definitions relating to intensive animal husbandry before a final decision is made regarding Amendment C146.***

PROPOSAL

Amendment C146 proposes to remove the current local provision found in the Schedule to Clause 53.01 – *Upper Yarra Valley and Dandenong Ranges Region Provisions* which prohibits Intensive animal husbandry in Green Wedge Zones 1, 2 and 3. It also seeks to modify the current policies of Clause 21.04 relating to intensive animal husbandry by inserting the following additional policy guideline when considering permit applications for intensive animal husbandry: *the stocking rate reflects the biophysical capacity of the property. It is policy that ground cover should be maintained at 75% on all operational pasture areas of the site at all times.*

The Amendment was put on formal exhibition from 30th April – 9th June 2015 and attracted 165 submissions, one written petition and two online petitions through the social media site change.org.

An analysis of issues raised in submissions is presented in this report and recommendations are made in relation to the amendment.

Council is now required to consider the submissions received and to make a decision regarding the Amendment.

BACKGROUND

Amendment C146

At its meeting held 10 February 2015, Council resolved to seek authorisation from the Minister for Planning to prepare and exhibit Amendment C146. The amendment originated from an earlier Council resolution made on 10 June 2014 to investigate revising the Yarra Ranges Planning Scheme and specifically Clause 53 to enable consideration of Intensive animal husbandry applications in all Green Wedge zoned areas (this excluded Green Wedge A Zone) with a view to accommodating emerging agricultural trends for small scale free range farming operations. This would require removal of the current prohibition of intensive animal husbandry in the Green Wedge Zone 1-3.

At the same meeting Council resolved to write to the Minister for Planning seeking a review of the definition of intensive animal husbandry found in the planning scheme to potentially redefine small scale free range farming operations to make them either as of right or a permit required use depending on the scale of the operation.

Attachments 1-3 identify the Green Wedge Zones 1-3 which is the area affected by Amendment C146.

Current Definition of Intensive Animal Husbandry

The land use definition of Intensive animal husbandry specifies that most food must be imported from outside the animal enclosures. This generally means the animals are not grazing animals or the stocking rates are beyond what the land can accommodate through grazing. Most broad hectare farms come under the definition *Extensive animal husbandry*. The current definition of Intensive animal husbandry draws in free range practices where animals are not penned, but where most food must be brought on site.

Council wrote to the former Minister for Planning raising issues with the current definition with a view of developing an alternative definition which makes the distinction between free range and the more intense types of animal husbandry. Council received a reply letter from the State Government in December 2014 stating that the matter *will be put to the new Government in due course*. To date no further information has been received.

It is understood the Department of Economic Development, Jobs, Transport and Resources will be conducting a review of the issues relating to intensive animal husbandry and the need to respond to new and emerging animal husbandry practices. This review will also consider the current definition of Intensive animal husbandry in the Victoria Planning Provisions. At this stage, Council has not been informed of the proposed consultation process but understands that local government will be consulted.

Current Prohibition/Planning Controls

The current prohibition in Clause 53 affects land in the Green Wedge Zone 1, 2 and 3. The common factor in these areas is that they are generally recognised for their 'red soils' and high agricultural value. The current prohibition of intensive animal husbandry that is provided under Clause 53 in the Yarra Ranges Planning Scheme appears to originate from the former municipal planning schemes that applied to these areas.

Prior to Council amalgamations and formation of Yarra Ranges Council, this area was located in the former Shires of Lillydale, Sherbrooke and Upper Yarra and consequently three different planning schemes applied. Each former planning scheme contained a variation on what was permitted in the agricultural / farm or equivalent rural zone. Some prohibited piggeries; some 'feed lots' and others broiler farms. None of the earlier planning schemes prohibited all uses that currently could be considered under intensive animal husbandry.

The prohibition in Clause 53 appears to be an attempt to reconcile these earlier inconsistencies of the former planning schemes with a blanket prohibition on all forms of intensive animal husbandry when the new format Yarra Ranges Planning Scheme was introduced in 2000. It does not appear to be derived from specific policies contained in the Upper Yarra Valley and Dandenong Ranges Regional Strategy Plan, (RSP) as there are no specific policies prohibiting or limiting agricultural uses that would fall under the definition of intensive animal husbandry in the RSP. However, the RSP does recognise the significance of the red soils areas as a resource and to encourage the use of this land for broad scale intensive agricultural purposes that were orientated towards horticultural activities.

Potential Intensive Animal Husbandry Practices in the Green Wedge Zone 1-3

The Green Wedge Zone 1, 2 and 3 cover portions of Wandin North, Silvan, Monbulk, Coldstream, Gruyere, Macclesfield, Belgrave South, Sassafras, Narre Warren East, Yellingbo and Hoddles Creek. These zones represent the proportionally smaller rural lots with minimum subdivision sizes as follows:

- Green Wedge Zone Schedule 1 – a minimum lot size of 6 hectares with an average lot yield not exceeding 1 lot to each 8 hectares of site area and a maximum lot size of 14 hectares.
- Green Wedge Zone Schedule 2 – a minimum lot size of 12 hectares with an average lot yield not exceeding 1 lot to each 16 hectares of site and a maximum lot size of 28 hectares.
- Green Wedge Zone Schedule 3 – a minimum lot size of 15 hectares with an average lot yield not exceeding 1 lot to each 20 hectares of site area and a maximum lots size of 35 hectares.

Despite the specified minimum lot sizes, the majority of lots are generally much smaller as a result of historic subdivision patterns. In Green Wedge Zone 1 and Green Wedge Zone 3, 83 percent of lots are less than the minimum lot size. In the Green Wedge Zone 2, 89 percent of lots are smaller than the minimum lot size.

While many properties could be considered rural lifestyle properties, there are a significant number of hobby farms and commercial farming operations in the area which are primarily focused on the horticultural industry such as cut flowers, wholesale nurseries and cropping.

To assist Council in understanding the implications of relaxing the current prohibition on intensive animal husbandry in the GWZ1-3, Council employed Ag-Challenge Consulting to prepare a brief working paper on animal husbandry practices which may be suited to the lot sizes, local conditions and climate of these localities. This report was an attachment to the Agenda item when Council resolved to seek authorisation to prepare Amendment C146 and was used to inform the contents of the proposed Amendment. The report is included Attachment 4.

The Ag- Challenge report provided an overview of intensive animal husbandry and noted the dynamic nature of farming and changing farming practices as enterprises respond to markets, consumers, environmental constraints and new technology. The report identified a number of factors that must be met for any intensive animal husbandry enterprise:

- Guaranteed access to water at the right quality and quantity
- Climatic conditions in a range conducive to animal production
- Access to a low cost reliable feed source
- Transportable distance to processing works.

The report also provided a list of emerging intensive animal husbandry enterprises that could potentially establish in Yarra Ranges and provided general advice regarding agricultural practices such as recommended stocking rates, and ways to address potential environmental and amenity issues. A key recommendation was the need for farming enterprises to operate under an approved environmental management plan that would need to address issues such as stocking rates, pasture management and effluent management.

Other Regulatory Requirements

In addition to Planning Scheme controls which address the use and development of the land, there are a number of other regulatory mechanisms in place which govern the actual practice of intensive animal husbandry to address animal welfare, the environment and public health. Many of these are identified in the report from Ag-Challenge.

The Planning Scheme contains specific requirements for the most intense forms of animal husbandry which must be compliant with the relevant Codes of Practice. There are Codes of Practice for apiaries, piggeries, broiler farms (chicken meat) and cattle feedlots. All are incorporated documents in the Planning Scheme. (A code of practice also exists for Emu production, although at this point it sits outside of the Planning Scheme). The Codes of Practice outline best practice for the intensive animal industry and address amenity matters including odour, dust, separation distance from sensitive uses, size of operation to land, and ongoing monitoring. The incorporated Codes of Practice are designed to be used to provide guidance in determining permit applications.

There is also significant legislation governing the practice of raising animals for food and associated issues including the *Environment Protection Act 1970*, *State Environment Protection Policy*, *Catchment and Land Protection Act 1994*. Other relevant acts include those which address animal welfare, including *Prevention of Cruelty to Animals Act*, *Impounding of Livestock Act* and *Livestock Management Act*. The production of eggs must meet Federal requirements. All intensive animal husbandry must adhere to these in addition to any planning permit requirements.

STRATEGIC LINKS

Amendment C146 is specifically referred to in the Council Plan 2013-2017 (2015 Update) under Quality Community Infrastructure: *Finalise a planning scheme amendment to review the current prohibition of intensive animal husbandry in parts of the Yarra Ranges Green Wedge.*

CONSULTATION

Council directly notified all properties located with the GWZ1, 2 and 3 (approximately 3,000 properties). Advertisements were placed over a two week period in all relevant local newspapers and in the Government Gazette. The letters and advertisements directed people to a dedicated Council webpage which facilitated on - line written submissions.

In response, Council received 165 written submissions. Council also received a formal petition of 181 signatures of people opposed to the Amendment. This petition was reported to the 9th June Council meeting.

Council was also made aware of two 'change.org' on-line petitions which were promoted through social media. One of these in support of free range farmers and small producers in the Yarra Valley received 539 signatures and a second one which opposed the practice of factory farming (rather than the Yarra Ranges Amendment) has in the order of 1800 supporters world wide.

FINANCIAL IMPLICATIONS

The planning scheme amendment is accommodated under the current Strategic Planning Budget.

KEY ISSUES

The written submissions came from across all areas affected by the Amendment and a number of submissions were received from residents outside the affected areas.

Most objecting submissions addressed the potential worst case, being the extreme forms of intensive animal husbandry – broiler farms, intense piggeries and cattle feedlots. A smaller number of objectors made a distinction between free range and other types of intensive animal husbandry and expressed the view that free range was appropriate.

The most frequent objections were about amenity including: smell, appearance, noise and the associated increase in traffic (feed trucks and transport of animals). Generally objectors felt the introduction of intensive animal husbandry was incompatible with surrounding land uses, particularly lifestyle properties and tourism developments and could result in a decrease in land values and an impact on the tourism industry.

The second most frequent objection related to the potential for impacts on the environment including native wildlife, waterways, groundwater, soil and plant species. Some submissions also mention biochemical threats and disease.

Many people expressed objections on grounds of factory farming not being ethical. This was the subject of a social media petition under the / 'change.org' website.

Submissions in support of the Amendment supported free range farming as appropriate, ethical and contributing to the local economy. A number of submissions stated free range farming would contribute to tourism attraction building on the key interest in farm to plate food. Others cited the Green Wedge Zone is the appropriate area and Council should support the 'right to farm' in its agricultural zone.

The issues raised submissions are discussed in detail below. A summary of comments is provided in Attachment 5 to this report.

Environmental Impacts

The potential for environmental impacts was a common theme in the submissions. Submitters felt that intensive agriculture does not respect the environment and that farming in general, opens up and modifies native vegetation and replaces it with structures and non – native plants and animals. Similarly, comments were made that the clearing of land for agriculture results in an overall reduction in native habitat areas.

Water - Many people were concerned that the effluent from intensive animal husbandry would impact local creeks, waterways, ground water, springs, wells etc. Waste product and how it would be dealt with featured prominently in submissions. One submitter commented free range piggeries have more potential for environmental damage than indoor deep litter piggeries. There was concern waste water runoff could contaminate vegetable crops. The slope of blocks was raised in many submissions regarding whether or not the areas would be appropriate for this type of use in relation to runoff.

Wildlife - Submitters felt new intensive animal farms would impact on the surrounding land which included land 'reserved or covenanted for wildlife', bushland reserves and parklands. One submitter suggests this will affect the 'helmeted honeyeater' habitat recovery, while others expressed the view that the land has a 'higher value' for rare and endangered species. Along similar lines, others expressed a dislike for introducing foreign animals and birds in large numbers and foreign plants to feed them.

Red Soils / Erosion – there was concern that intensive animal husbandry would lead to infestation of the red soils from seed and chemicals used. Other submissions discussed erosion from animal hooves churning up the soil, including along waterways. Mention was made of the importance of the red soil areas for horticulture.

Biochemical threats – the matter of antibiotics used in the raising of animals was mentioned in relation to the current human resistance to antibiotics. Another submitter felt intensive animal husbandry would contribute to the spread of disease between animals and people. Another discussed the effects of methane, carbon dioxide and hydrogen sulphide affecting the area from decomposing animal materials.

Officer Comments

As mentioned earlier in this report there is considerable legislation about how farming operations are run and maintained to minimise risk to the health of animals, humans and the environment - most of which falls outside the responsibilities of Council and is implemented by the EPA and other authorities. In regard to Council's responsibilities when making a planning decision for a new use, it must be guided by the existing codes of practice and industry standards and the planning scheme. The codes address the size and slope of the land, rotation of animals around the land, vegetation removal, adjoining uses and appropriate buffer distances. Council must also consider the planning controls which apply to the site. The environmental issues raised in submissions would be considered during the assessment of a permit application for intensive animal husbandry in addition to consideration of other governing legislation.

Social Impacts

Amenity - The most common comment in submissions was that the use would be incompatible with surrounding land uses particularly rural lifestyle properties and generally properties in this area were too small for this type of farming. A number of comments mentioned the peace and tranquillity of the area would be impacted by smells, noise from animals and tractors and that the landscape would be destroyed and picturesque environments ruined. A number expressed concerns about farms attracting vermin, foxes, snakes and mice.

Traffic – there were a significant number of comments about traffic impacts from this use and the fact that the rural roads were insufficient and of poor quality to handle large trucks etc.

Factory Farming - A large number of submissions were ethically opposed to 'factory farming' practices.

Officer Comment

There are potential significant amenity impacts from intensive animal husbandry particularly at the more intensive scale such as broiler farms, large piggeries and cattle feedlots. For this reason there are regulations and codes of practice in place to manage these uses. In considering and progressing this Amendment, Council's general intention has been to support small free range type producers and these are most likely to be the kind of enterprises that would be attracted to these proportionally smaller rural lots in the Green Wedge Zone 1-3. It could be argued that this is an efficient use of the land within the Green Wedge Zone - which in Yarra Ranges is primarily the zone for agricultural uses. However, depending on the scale, free range farming can also result in adverse environmental and amenity impacts particularly if the operation is poorly managed. Smaller lots can be challenging in terms of being able to provide appropriate buffer distances and allowing for appropriate rotation of land (to allow for nutrients in the soil to dissipate and for pasture to be maintained).

It is likely that many lots in the Green Wedge Zone 1-3 are inappropriate for any form of intensive animal husbandry. Factors would include proximity to existing dwellings or businesses, slope of land, accessibility, provision of appropriate infrastructure, etc. These issues would be examined as part of the normal permit application process. Any proposal would also be governed by industry standards.

In relation to planning controls, the Green Wedge Zone allows for intensive animal husbandry subject to a planning permit and this a State standard provision. However in the GWZ1-3 areas, this permitted use has been overridden by Clause 53 and is now prohibited. While many submitters are of the view that green wedges in Yarra Ranges should limit the forms of agriculture, the purpose of the Zone specifically includes to provide for the use of agriculture. Therefore a key question is whether it is still appropriate to prohibit all agricultural uses that fall under the definition of intensive animal husbandry or is it better to introduce a planning regime that can consider intensive animal husbandry proposals on a case by case basis particularly as agriculture continues to evolve.

Green wedge (rural) areas are attractive by their open nature but they are not specifically reserved for landscape purposes as some submitters expressed. The Green Wedge Zone allows many forms of agriculture that are not 'pretty' and come with associated noise and smells – including some which are not subject to a planning permit. The tensions between agriculture and lifestyle properties are well documented. This is one of the reasons why residential development is not as of right in the Green Wedge Zone. Council policy is to support the key values of its green wedge areas, which include agriculture, biodiversity and landscapes and employs additional controls such as environmental overlays and policies to provide guidance on new developments. It is important to note that the Green Wedge Zone is the only zone where intensive animal husbandry can occur and as a general position, Council is seeking to encourage sustainable agriculture in these areas.

Submissions about the ethical nature of free range farming are outside the scope of the Amendment and are not proposed to be addressed. The Amendment is not about allowing intensive animal husbandry in Yarra Ranges; it is already allowed across most of the Yarra Ranges green wedge.

Economic Impacts

There were a number of submissions about the impact of intensive animal husbandry on land value (of surrounding property) and tourism. Again, there are regulations for intensive animal husbandry uses including required buffer distances from surrounding land uses and this would be one of the standard issues addressed in a planning permit application. Regarding tourism, any number of 'as of right uses' or 'permitted uses' in the Green Wedge Zone can adversely impact tourism developments and or residences. Conversely, many tourism developments have been considered to have impacted on surrounding properties too. Achieving the right balance is the role of Council in considering permit applications, where each circumstance must be looked at individually and assessed on its merits.

Many submissions discussed the positive impacts of intensive animal husbandry on tourism. Yarra Ranges has a well established reputation for farm fresh gourmet food, with a number of farm gate sales but more importantly as an agricultural producer. Agriculture makes a significant contribution to the local economy through jobs and export. Facilitating small free range production is entirely consistent with the Yarra Ranges' green wedge policy and 'ethos'.

Statutory Processes and Consistency with the Regional Strategy Plan

Green wedge policy / planning rules - There were a number of comments about whether or not it was fair for Council to change the 'rules' – planning controls. Some people thought these areas should be excluded from intensive animal husbandry including the main ridge of the Dandenong Ranges and others discussed whether or not this was a sustainable method of farming and should it occur in the valley or hills at all? There were a number of comments about what the green wedge should be – 'recreation area, tourism area, special and peaceful place to live.' Many liked the ideas of vineyards and orchards and supported the concept of gourmet food production but did not think it extended to intensive agriculture associated with animal production. A couple of submitters raised the matter of whether the Amendment was consistent with current planning controls and / or the Regional Strategy Plan.

A number of submissions discussed the Amendment process timeframes and felt that the time provided to make a submission was insufficient.

A number of submissions also raised the issue that a planning permit decision could be reviewed and overruled by VCAT.

Officer Comment

In relation to whether Council should be able to change the planning rules, Council as the planning authority is required to regularly review the provisions of the planning scheme to ensure the planning scheme furthers the objectives of planning in Victoria which are identified under section 4 of the Planning and Environment Act.

The planning scheme amendment process enables Council as the planning authority to seek a change to its planning scheme and this normally involves undertaking significant public consultation and examination of the proposed changes before any decision is made. While it is preferable to provide a high level of land use planning certainty, there are times when changes to the planning scheme are necessary in order for the planning controls to remain contemporary and respond to emerging issues.

In relation to whether the amendment is consistent with the Regional Strategy Plan which is required by section 46F of the Planning and Environment Act, as discussed earlier, the RSP does not specifically prohibit intensive animal husbandry from these areas. On this basis, removing the prohibition from Clause 53 does not appear to be inconsistent with the RSP.

Regarding the timeframes, the exhibition period was extended beyond the prescribed month and the Amendment was advertised over a two week period in the local newspapers. The high level of interest shown and large number of submissions received indicates that the exhibition period was successful in identifying key issues and the views of many people.

In relation to permits and the role of VCAT, the ability for a decision to be reviewed at VCAT is a reality and an appropriate part of the planning process. Conflicts can be mitigated, to some extent, by the Planning Scheme having in place clear planning policy guidance on this matter.

Definition of Intensive Animal Husbandry and Recommendations to a Planning Panel

In considering the range of issues raised in submissions, it appears that many of these could be addressed if there was an ability to further breakdown the definition of Intensive animal husbandry based on the scale and type of operation. Currently only Broiler farm and Cattle feedlot are separately defined in the planning scheme. All other forms of intensive animal husbandry fall under the broad land use term.

Should Council decide to refer the amendment to a planning panel, there is an opportunity for the policies associated with intensive animal husbandry to be further reviewed by the panel following consideration of the issues raised during public exhibition and at the panel hearing.

The ability to separate various forms of intensive animal husbandry should also be considered. In this context, given Council's main focus has been to enable lower scale free range farming operations to occur, it is recommended that in Council's submission to the planning panel, Clause 53 should maintain a prohibition on certain forms of intensive animal husbandry that are generally associated with large scale intensive operations such as Cattle feedlots and Broiler farms. In addition, depending on the progress of the State Government's review of the definition of intensive animal husbandry, there is scope to consider the outcomes of this process before a final decision is made on the amendment.

Risk Assessment

There are no identified risks associated with this amendment.

CONCLUSION

Generally when submissions to an amendment raise multiple issues, it is usual practice to request the Minister for Planning appoint an independent panel to review submissions that have been received. This provides an opportunity for submitters to be heard by the Panel and for Council to further consider the proposed planning provisions and be guided by the recommendations of the panel report before making a final decision on the amendment. In its submission to a panel, Council could consider maintaining a prohibition on certain intensive animal husbandry uses that are traditionally large scale such as Broiler farms and Cattle feedlots, which are defined uses in the planning scheme. The panel process can also provide an opportunity to review the proposed policy guidelines under Clause 21.04. It is recommended that the responses to the issues raised in submissions, as documented in this report, should form the basis of Council's presentation to any panel appointed to consider submissions about Amendment C146.

Alternatively, in light of the submissions received, Council can choose to abandon the Amendment which will maintain the current prohibition of all forms of intensive animal husbandry in the Green Wedge Zone 1-3.

(Attachments to this report are available for viewing separately on Council's Website)

CORPORATE SERVICES

No. of Pages – 2

7.3 Councillor Expenditure Policy - Variation - Cr Callanan

ATTACHMENTS	Nil
RESPONSIBLE OFFICER	Director Corporate Services

SUMMARY

This report seeks Council approval of a variation to the Councillor Expenditure and Donation Policy 2013 in relation to the reimbursement of expenses incurred by Cr Callanan.

RECOMMENDATION

That Council approve the variation to the Councillor Expenditure and Donation Policy 2013 in relation to the reimbursement of expenses for \$1004.28 incurred by Cr Callanan for the period 2 – 23 April 2015.

PROPOSAL

Reimbursement of expenses incurred by Cr Callanan to be approved by Council.

BACKGROUND

Under the provisions of the Council Expenditure and Donation Policy 2013, Part 1, Section 1:

1. *“All claims must be submitted within 3 months to the Executive Officer Governance (or delegate) for review and then forwarded to the Director Corporate Services for authorisation.”*

Cr Callanan submitted a claim in July for the reimbursement of expenses. The claim relates to the period from 2-23 April 2015, which is outside of the three month period permitted under Part 1, Section 1 of the Council Expenditure and Donation Policy 2013.

The expenses incurred by Cr Callanan are:

Childcare Allowance	\$	680.00
Travel Expenses	\$	324.28
Total	\$	1004.28

STRATEGIC LINKS

The expenses claimed are in accordance with the entitlements of the Council Expenditure and Donation Policy 2013 and do not exceed the expenditure allowance.

CONSULTATION

No consultation is required.

FINANCIAL IMPLICATIONS/CONSIDERATIONS

Councillors are provided with a yearly allowance of \$16,000 towards the cost of Conferences/Seminars/Training, Childcare and General Expenses incurred that are connected with undertaking their duties as a Councillor. Councillors may also make a written request for reimbursement of travel costs incurred for the use of their own private vehicle when undertaking Council business.

KEY ISSUES

The reimbursement submitted by Cr Callanan is outside of the three month period permitted under Part 1, Section 1 of the Council Expenditure and Donation Policy 2013.

Environmental Impacts

There are no foreseeable environmental impacts.

Social Impacts

There are no foreseeable social impacts.

Economic Impacts

There are no foreseeable economic impacts.

Risk Assessment

This has been assessed and there are no foreseeable risks.

CONCLUSION

The request for reimbursement by Cr Callanan is considered acceptable as expenses claimed are in accordance with the entitlements of the Council Expenditure and Donation Policy 2013 and do not exceed the expenditure allowance.

ENVIRONMENT AND ENGINEERING

No. of Pages – 4

7.4 Capital Development Program Outcomes 2015/16

ATTACHMENTS	Nil
RESPONSIBLE OFFICER	Director Environment & Engineering

SUMMARY

Applications for funding from Council's annual Capital Development Program have been sought from not-for-profit organisations to improve sport and recreation infrastructure across the municipality. This report outlines the recommended allocations to six clubs and associations from funding available within Council's 2015/16 Capital Expenditure Program – Capital Development Program.

RECOMMENDATION

That

1. ***Council approves the allocation funding from Council's 2015/16 Capital Development Program to:***
 - (a) ***Doongala Pony Club/ Lilydale Bowmen - \$2,884***
 - (b) ***Yering District Archers - \$4,045***
 - (c) ***Montrose Recreation Reserve Committee - \$12,159***
 - (d) ***Canoe Victoria - \$4,397***
 - (e) ***Mt Evelyn Tennis Club - \$30,000***
 - (f) ***Mountain District Badminton Association - \$50,000***
2. ***Funding agreements be established with each recipient for the delivery of their initiative.***

PROPOSAL

It is recommended that Council award a total of \$103,485 to six successful applications from the 2015/16 Capital Expenditure Program – Capital Development Program.

This year the Capital Development Program attracted a good range of submissions, all of varying levels of quality. The assessment process was conducted with staff of identified skill in their fields of expertise. Below is an overview of the applications received.

Total applications received: 11

Total successful applications:	6
Total unsuccessful applications that had a worthwhile project and were encouraged to resubmit in future funding rounds:	4
Total applications referred to internal funding programs:	1
Total applications submitted which did not meet the guidelines:	0

Summary of Recommended Applications and Funds Awarded

1. Doongala Pony Club/ Lilydale Bowmen - \$2,884 - Construction of boundary/ safety fence between the two clubs.
2. Yering District Archers - \$4,045 - Installation of accessible portable toilet.
3. Montrose Recreation Reserve Committee - \$12,159 - Development of storage facility to support all abilities football.
4. Canoe Victoria - \$4,397 - Development of storage facility to support participation programs.
5. Mt Evelyn Tennis Club - \$30,000 - Resurfacing tennis courts from en-tou-cas to synthetic surface.
6. Mountain District Badminton Association - \$50,000 - Refurbishment of indoor court surface of badminton stadium.

An overview of the details of all applications and the outcomes of the assessment process has been separately distributed to Councillors.

Subject to consideration by Council, all applicants will be notified of the outcome via mail. The Recreation & Active Living team will then work through a process with each successful applicant to finalise a formal funding agreement and then support the applicants in the delivery of their projects.

BACKGROUND

The purpose of the Capital Development Program is to provide financial assistance to not-for-profit organisations to improve sport and recreation infrastructure, which in turn provides active participation opportunities to the broad community.

Priority is given to projects that address the following objectives:

- Improve access for disadvantaged groups (e.g. disability, cultural, low socio-economic) to sport and recreation facilities;
- Improve existing Council sport and recreation facilities and increase the range of users;
- Demonstrates clear evidence of the long term benefits to the wider community.

The one-off community grant applications that have been awarded funding are those that have been assessed as having demonstrated an ability to achieve outcomes in the four broad criteria outlined in Capital Development Program – Funding Guidelines and listed below:

- Clear evidence of demand for the project and the ongoing benefits to community participation (i.e. promotes access for disadvantage groups or individuals to participate)
- Detailed information of project concept (i.e. draft designs/ budget/ permit requirements outlined/ timelines/ quotes)
- Demonstrated capacity to deliver the project successfully (including commitment of funds, planning and delivery of the project, ongoing maintenance and possible future upgrade).
- Strategic justification for the project (i.e. how does the project link to Council's Recreation & Open Space Strategy, Recreation Master Plan or current Business Plan of the applicant organisation)

STRATEGIC LINKS

- Recreation & Open Space Strategy
- Vision 2020
- Health & Wellbeing Strategy

CONSULTATION

The assessment of all applications submitted in this grant round were assessed by three staff members from Council's Recreation & Active Living, Urban Design and Facility Management teams, who either have an understanding of the grant assessment process and/or hold knowledge of infrastructure development and maintenance.

Each panel member assessed applications independently and allocated a project score using the criteria provided. Following this, all assessors met and discussed each project in detail and agreed on a final score. Projects have then been recommended for proposed allocation of funds based on the final outcome of the assessment.

FINANCIAL IMPLICATIONS

The total pool of funds for this program is \$105,000. This budget is allocated within the Council's 10 year Capital Expenditure Program as block funding for this purpose.

The Council received 11 applications requesting a total of \$321,784.

It is recommended to award total of \$103,485 to six successful applications.

KEY ISSUES

All applications submitted were eligible for assessment. Not all applications provided the correct level of detail requested and received a lower score. It has been suggested to these applicants to resubmit in future grant rounds.

Environmental Impacts

None of the projects submitted were identified as creating any negative environmental impacts.

Social Impacts

All projects submitted support recreation participation to the wide community, including those disadvantaged community members.

Economic Impacts

This funding program supports volunteer, not for profit organisations to deliver important community infrastructure in a way that ensures sustainability of the organisation delivering the project.

Risk Assessment

All successful applications are required to enter into a formal funding agreement with Council prior to projects commencing.

The delivery of all successful projects will be overseen by officers in Council's Recreation & Active Living team.

CONCLUSION

In response to seeking applications for funding from Council's annual Capital Development Program Council received 11 submission from not-for-profit organisations to improve sport and recreation infrastructure across the municipality. Following an assessment of the applications, six clubs and associations have been recommended for providing support to from the available funding within Council's 2015/16 Capital Development Program. Groups that have not been successful have been provided advice on options for either resubmitting their proposal to a future year program or to have their proposal referred to other funding programs within Council's Capital Expenditure program.

The proposed initiatives submitted are considered to positively respond to the objectives of the program and will provide considerable benefit to the Yarra Ranges community.

7.5 Municipal Accommodation Project Update

ATTACHMENTS	Nil
RESPONSIBLE OFFICER	Director Environment & Engineering

SUMMARY

The intent of this report is to provide Council with the background and proposed approach for the redevelopment of the Municipal Offices at Council's existing Anderson Street site. This process will draw on the previous design and investigation work to develop costed concept options for further consideration by Council in early 2016.

RECOMMENDATION

That

- 1. Council endorse the development of a feasibility assessment for the Municipal Accommodation Project for the Anderson Street site.***
- 2. Costed concept options be developed through the project feasibility process for future consideration by Council.***
- 3. Costs for the feasibility and concept designs be funded from the Building New Works & Improvements program – Municipal Office Accommodation project within Council's 2015/16 Capital Expenditure Program.***

PROPOSAL

In October 2012 Council resolved to "put on hold" the Design Development phase of the Municipal Accommodation Project. The purpose of this process was to further investigate the leasing or purchasing options for the former Swinburne University site for potential relocation of the Yarra Ranges Office Accommodation. This however has not eventuated with Council now needing to return to its previous focus on redeveloping Council's existing premises in Anderson Street, Lilydale.

High level site feasibility assessments have been undertaken to consider alternate locations and funding models for Council's municipal accommodation. Eight sites were reviewed in Lilydale, Chirnside Park and Mooroolbark. The outcome of these assessments confirmed that redevelopment of Council's existing Anderson Street site was the most viable and practical option.

The Municipal Accommodation Project was initiated to achieve:

- Improved staff productivity
- Improved flexibility for staff working arrangements

- Improved image of the Council and subsequent ability to attract and retain high quality staff
- Improved energy efficiency, water efficiency and facilities that show case sustainability and achieve utility cost savings
- Reduced maintenance
- Improved community access and meeting facilities, and
- Improved equity of access for all.

Over the past two years, Council staff have been investigating the philosophy of Activity Based Working. This concept represents the opportunity to challenge the traditional “open plan” office design to provide a modern, flexible working environment that promotes innovation, collaboration and increased productivity. This flexible working philosophy aligns with the key principles in the business case for the original proposal for renewing Council’s Municipal Accommodation and has been internally branded as Council’s Flexible Future project.

Due to the changes in organisational culture during this period and the relevance of the previous design to the proposed new way of working, a new site feasibility assessment needs to be undertaken. The purpose of this process is to develop new concepts to support a modern flexible working philosophy that will provide operational and environmental efficiencies and improved customer service. This revised site assessment will draw upon past investigations that were undertaken as part of the previous Accommodation Project.

This report recommends that Council begin a revised site Feasibility Assessment to redevelop and upgrade the Municipal Offices at Council’s Anderson Street site in line with our new flexible working methodology.

BACKGROUND

Council’s civic office accommodation at Anderson Street was originally constructed in the late 1970s and is considered no longer “fit for purpose”. The site and building requires significant modification and refurbishment to be compliant with current day standards. This is due in part to the age of the facility, its current configuration, changing legislation and standards, organisational growth and the limited capital investment that has been allocated to the site over past years.

The main areas of concern are:

Heating & Air Conditioning

The existing heating and cooling system in the main building is not “fit for purpose” and beyond the end of its useful life. This system does not cope with extreme heat or cold and is highly inefficient in its running costs and performance. Key components of the control system are no longer available for replacement increasing the risk of failure.

The inability of this dated system to provide a suitable office environment has potential to exacerbate staff health and safety issues in some areas of the main building given some units are over 30 years old.

Electrical

The electrical systems in the Municipal offices and library building have been developed in a somewhat random fashion, as projects and budgets have become available. The result of this is that services are no longer located in logical proximity with users and there is inefficient wiring in some areas and surplus in others. The system as a whole is highly inefficient and requires rationalisation and upgrading to support current day systems and industry codes.

Fire Prevention & Detection

Due to the age of the buildings, the addition of temporary structures and the various modifications that have been undertaken over time, the existing fire prevention system is not compliant with current standards. Any modification to this system will require significant upgrades and trigger additional supporting works within the heating and air conditioning system. This issue is highlighted by the failure to achieve a certificate of occupancy for the latest portable additions to the southern part of the site due to insufficient capacity of existing pipe work to comply with required standards.

Structural

There are several areas within the main building that display signs of structural deterioration that must be addressed. Various contributing factors have caused these issues including substructure drainage, age, structural failure and termites. Issues include the failure of the floor slab in the library, undermined subfloors and walls, vertical and horizontal cracking, brick swell and lateral movement of footings.

Hazardous Materials

As part of the previous due diligence investigations undertaken for the Anderson Street site an Industry Standard Part 6 Report was commissioned to identify any hazardous materials that would impact construction. This report identified various locations with asbestos containing materials including AC sheeting, vinyl floor tiles, pipe lagging, floor tile adhesive and Zelemite compressed tar boards. These items would need to be proactively removed prior to any building modification or refurbishment and would require significant building works that would impact operations if undertaken in isolation.

Accessibility Requirements

When originally constructed the current building did not require physical accessibility as a basic standard for works. The building has had some aspects of its accessibility improved in recent years (toilets and front entrance) but due to the layout, age and supporting infrastructure, retrofitting on a minor scale is not viable.

Two of the main areas that require upgrading are the amenities and the access between floors. The quality and accessibility of the bathrooms in the existing building vary significantly. There are five bathroom facilities in the existing building, including the library, and it is necessary to upgrade most of these facilities to meet current accessible standards.

The existing Council building does not have a lift for access between the three levels of the building which is a breach of the Disability Discrimination Act. It is necessary to install at least one lift to meet the needs of access standards.

Information Technology

The information technology server room which houses Council's IT system is not 'fit for purpose' within the existing building. Its location on the outer wall of the building immediately under the aging exterior roof is inappropriate and is vulnerable to water damage.

Building Code of Australia

The Building Code of Australia and other relevant legislation require integration of any significant works that are to be undertaken on the site, particularly relating to the level/percentage of modification. The mandatory trigger point for full conformity of design is if 50% of a building is refurbished, however this can be discretionary at 25% should a building surveyor request Council to do so. This percentage would be triggered should there be focus only on the heating and air conditioning, fire systems and access issues for the main building.

STRATEGIC LINKS

This project has strong links to Council's Workplace Strategy, People and Culture Strategy, Information Technology Strategy, Sustainability Strategy and Digital Strategy.

CONSULTATION

Council's Communications Team will ensure that both staff and the community are updated on the development of the proposed project.

Staff

It is proposed that a number of tools will be used to update and engage staff during the project. The forms of communications for this information will include:

- All Staff briefings
- Leaders brief email messaging
- Corporate messages
- Intranet page

- Focus group briefings and workshops
- Leadership team meetings
- Drop in sessions

Community

It is proposed that a number of measures will be used to update and engage with the community. This would include the following approaches:

- Press releases
- Social media
- Yarra Ranges Local newsletter
- Adjoining users information sessions (Bowls & Tennis Club)
- Fact sheets
- Drop in sessions

FINANCIAL IMPLICATIONS

Funding is available within the Building New Works & Improvements program – Municipal Office Accommodation project within Council's 2015/16 Capital Expenditure Program for the development of the feasibility assessment and concept design.

Estimated costs for consultancy services (as indicated in the table below) will be confirmed through procurement processes.

Estimated Expenditure	
Provision of Quantity Surveying	\$25,000.00
Provision of Architectural Services	\$150,000.00
Due Diligence Investigations	\$75,000.00
Flexible Future Pilot	\$100,000.00
Project Contingency 20%	\$70,000.00
Total Project Cost	\$420,000.00

Activity Based Working

One of the key benefits of embracing the new flexible working methodology is the demonstrated reduction in overall floor space and building construction costs. Industry consultants, Veldhoen and Company, have provided advice on the expected savings this modern working environment will provide.

It is projected that an Activity Based Working environment will provide a 30% reduction in floor space and a potential 23% reduction in overall constructions costs. This is best explained through the direct relationship between desk ratios and the allowance of space that is allocated per staff member. This is outlined in the table below.

Traditional vs. Flexible

	Traditional	ABW/Contemporary
Staff	450	450
Area per workpoint (m ²)	12 - 16	14
Workplace Factor / Sharing Ratio, (Workpoints : Staff)	100%, 1:1	70%, 7:10
Resultant workpoints	450	315
Resultant area required (m ²)	5,880 – 7,840	4,410
Typical Facilities and Amenities included	<ul style="list-style-type: none"> Basic and traditional range of meeting or collaborative spaces (primarily enclosed) <ul style="list-style-type: none"> Circulation space High provision of storage spaces/amenities & utility spaces <ul style="list-style-type: none"> Shared/communal space(s) Kitchen/eating spaces 	<ul style="list-style-type: none"> Diverse range of meeting and collaborative spaces range of enclosed vs un-enclosed to suit organisation <ul style="list-style-type: none"> Circulation space Low provision of storage spaces/amenities & utility spaces <ul style="list-style-type: none"> Large shared/communal space(s) Large kitchen/eating space(s)
Facilities and Amenities EXCLUDED (typically)	<ul style="list-style-type: none"> Client/customer/community facing areas <ul style="list-style-type: none"> Training rooms Unique or specialty spaces <ul style="list-style-type: none"> Auditorium(s) 	<ul style="list-style-type: none"> Client/customer/community facing areas <ul style="list-style-type: none"> Training rooms Unique or specialty spaces <ul style="list-style-type: none"> Auditorium(s)
Effective m ² per staff member (m ²)	12 – 16m ²	9.8m ²

Reduction of Leased Premises

The consolidation of Council's staff accommodation to the Anderson Street site will deliver operational efficiencies through the co-location of staff and remove the reliance on leased premises in Chapel Street, Lilydale. Currently the Chapel Street facility costs \$139,000 per year (including car parking and outgoings) which will no longer be required once this project is complete.

Staff Productivity

Research into staff satisfaction and well-being indicates substantial productivity improvements will be achieved as a result of improving the work environment for staff.

These include:

- Meeting required statutory objectives relating to all abilities access and accommodation needs
- Increased staff satisfaction due to the improved quality of the workplace environment
- Increased staff productivity due to the consolidation of departments and the reduced need to travel between remote locations
- Increased energy efficiency, producing savings in relation to both expenditure and carbon emissions
- Reduced communication costs, and
- Improved corporate image for the municipality.

In 2009, Urban Enterprise prepared a business case for the relocation of the Yarra Ranges Council offices in Chapel Street, Lilydale to Anderson Street, Lilydale. A conservative update of these assessments into current day figures has indicated that the relocation of offices will result in an estimated staff productivity saving of approximately \$6,892,430 over a 20 year period.

The following table provides a summary update of the productivity savings to current day dollars.

Updated Financial Analysis (20 Years) – Staff Productivity

	Savings
Outcome	2015
Staff Productivity Costs – Sick Leave	\$4,601,397
Staff Productivity Costs – Voluntary Staff Turnover	\$682,689
Staff Efficiency – Travel Time Savings	\$1,608,344
Total	\$6,892,430

* Annual recurrent costs and savings are capitalised (assuming a 20 year time horizon)

Increased Asset Lifespan

The existing municipal offices were constructed during the late 1970s. Aspects of the building require substantial refurbishment and repair, such as the need to replace the existing heating and cooling system. The refurbishment of the building as part of the redevelopment project will extend the asset lifespan, providing improved accommodation arrangements for many years to come.

KEY ISSUES

Environmental Impacts

This project will establish a building design that embeds environmental sustainability throughout the workplace. The constructed building will seek to achieve the equivalence with 5 star Greenstar standards and achieve 90% on-going reduction in greenhouse emissions (CO₂-e), reduce potable water consumption by 50%, divert waste from landfill to reuse or recycling, and target 80% of all furniture and fit out to achieve Good Environmental Choice Accreditation and comply with Australasian Furnishing Research & Development Institute (AFARDI) standards.

By adopting a design solution that can achieve 4 Star (Australian Best Practice) or above, Council could save over \$50 per square metre in energy related operational costs. This means that modelled on a 4 star NABERS building Council could expect an annual energy cost of about \$135,200, while if the building was to achieve 5 star (Australian Excellence) the annual energy cost is expected to be around \$70,800. This would represent a \$ 64,400 annual saving.

Social Impacts

In line with the key objectives of the initial Municipal Accommodation Project, it is essential that any new concept provide capacity for additional community meeting/function space. The functional requirements and outcomes from the previous design will be incorporated in the feasibility assessment to ensure that a “sense of civic” and multi purpose function spaces that support a range of uses for the community are incorporated into the project.

Economic Impacts

Based on a direct investment of \$22 million (\$20 million construction and \$2 million professional services), it is estimated that the development would generate an \$18.691 million flow-on effect for goods and services within the local economy. This direct investment has been estimated to create 60 new jobs.

Having regard to the multiple rounds of flow-effects through purchases of local goods and services, and increase in wages and salaries, total output including all direct, industrial and consumption effects is estimated to increase by up to \$46.638 million. Total employment, including all direct, industrial and consumption effects is estimated to increase by up to 141 jobs.

Risk Assessment

A project of this complexity presents various elements of risk. A detailed project specific risk register has been established to manage and mitigate risks that are associated with the main elements of this project. This includes consideration of behavioural, cultural, physical, communication and political risks that the project may encounter.

CONCLUSION

The redevelopment of Council’s Municipal Accommodation has been under consideration for a number of years with the current Anderson Street site unable to meet future needs of the organisation. It is therefore recommended that Council endorse the development of a feasibility assessment for the Municipal Accommodation Project (Flexible Future) for the Anderson Street site and develop options for further future consideration by Council.

8. PETITIONS

In accordance with Clause 83 of Meeting Procedures and Use of Common Seal Local Law 2014

The following petitions have been received:

1. Request to open the end of Helen Street, Mount Dandenong for Emergency Vehicle Access and use of 21-23 Hume Lane, Mount Dandenong for access during emergencies and bushfire season. 25 Signatures.

RECOMMENDATION

That the listed General Petition be received and noted and referred to the appropriate officer.

9. DOCUMENTS FOR SIGNING AND SEALING

Nil

10. ASSEMBLIES OF COUNCILLORS

The Local Government Act 1989 requires that records of Assemblies of Councillors must be kept which list the Councillors attending, the matter discussed, disclosures of conflict of interest and whether or not a Councillor left the meeting after making a disclosure.

An 'Assembly of Councillors' is defined under s3(1) of the *Local Government Act 1989* as a meeting at which matters are considered that are intended or likely to be the subject of a Council Decision or the exercise of a delegated authority and which is either of the following:

- A meeting of an advisory committee where at least one Councillor is present.
- A planned or scheduled meeting that includes at least half the Councillors and at least one Council Officer.

The *Local Government Act 1989* also requires that the record of an assembly must be reported to the next practicable ordinary Council Meeting and recorded in the minutes of that meeting.

The records for Assemblies of Councillors are attached to the report.

RECOMMENDATION

That the following records of the Assemblies of Councillors, copies of which are attached to the report, be received and noted:

1. ***21 July 2015 - Council Briefing***
2. ***21 July 2015 - Forum Meeting***
3. ***28 July 2015 - Native Vegetation Framework***

Assembly of Councillors

Public Record



Meeting Name:	Council Briefing		
Date:	21 July 2015	Start Time: 18:30	Finish Time: 18:56
Venue:	Council Chamber, Civic Centre, Anderson Street, Lilydale		
Attendees:	<p>Councillors: Terry Avery, Jim Child, Mike Clarke, Len Cox, Fiona McAllister, Maria McCarthy (chair)</p> <p>CEO/Directors: Glenn Patterson (CEO), Andrew Paxton, Mark Varmalis, Ali Wastie, Ange Marshall</p> <p>Other Attendees: Shannon Woodward, Damian Closs, Marion Greig, Ange Wright, Jacqui Hansen, Marcella Simone</p>		
Apologies	Jason Callanan, Noel Cliff, Andrew Witlox		
Declarations of Interest	Nil		
Matter/s Discussed:	7.1	Planning Scheme Amendment C175 – Request for Ministerial Amendment to Remove the Development Plan Overlay from the East Ridge Site Located at 248-268 Maroondah Highway, Chirnside Park	
	7.2	Request for a Planning Scheme Amendment and Planning Permit to Allow Resubdivision of Existing Lots at 220 & 230 Glenfern Road and 465 Lysterfield Road in Lysterfield	
	7.3	Review of 2014/15 Appointments to External and Other Bodies	
	7.4	Declaration of the Marketing and Development Special Charge Scheme 2015-2020 for Mooroolbark Commercial / Retail Precinct	
	14.1	Contract Approval and Variations Report for June 2015	
	14.2	Contract No CT 4974 Provision of Traffic Management Services	
Completed By:	Shannon Woodward		

Assembly of Councillors

Public Record



Meeting Name:	Forum	
Date:	21 July 2015	Start Time: 7:00pm Finish Time: 9:32pm
Venue:	Council Chamber, Civic Centre, Anderson Street, Lilydale	
Attendees:	<p>Councillors: Terry Avery, Jim Child, Mike Clarke, Len Cox, Fiona McAllister, Maria McCarthy (chair)</p> <p>CEO/Directors: Glenn Patterson (CEO), Andrew Paxton, Mark Varmalis, Ali Wastie, Ange Marshall</p> <p>Other Attendees: Shannon Woodward, Marion Greig, Jane Sinnamon, Guy Masters, Bronwyn Saffron, Scott Hodges</p>	
Apologies	Jason Callanan, Noel Cliff, Andrew Witlox	
Declarations of Interest:	Nil	
Matter/s Discussed:	1.1	Actions & Agreements Record from Previous Meeting
	1.2	Organisational Strategy - Services, Capital, Finance
	2.1	Family & Children's Services Service Review
	2.2	Municipal Accommodation Project Update
	3.1	Submissions Amendment C146 - Intensive Animal Husbandry
	3.2	Changes to Planning Scheme Provisions for Subdivision in Green Wedge and Rural Living Areas
	3.3	Monthly Reports of Completed & Outstanding Forum Actions
	3.4	Indicative Forum and Council Schedule
	3.5	Mayor / CEO Update
Completed By:	Shannon Woodward	

Assembly of Councillors**Public Record**

Meeting Name:	Native Vegetation Framework	
Date:	28 July 2015	Start Time: 9:05pm Finish Time: 10:00pm
Venue:	Council Chamber, Civic Centre, Anderson Street, Lilydale	
Attendees:	<p>Councillors: Terry Avery, Jim Child, Mike Clarke, Noel Cliff, Len Cox, Fiona McAllister, Maria McCarthy (chair) & Andrew Witlox (item 1.1 only)</p> <p>CEO/Directors: Glenn Patterson (CEO), Andrew Paxton, Mark Varmalis, Troy Edwards & Ali Wastie</p> <p>Other Attendees: David Harper</p>	
Apologies	Cr Jason Callanan	
Declarations of Interest	Nil	
Matter/s Discussed:	1.1	Vegetation Controls Review
	1.2	Yellingbo Conservation Area
Completed By:	Mark Varmalis	

11. COUNCILLOR MOTIONS

Nil

12. ITEMS RAISED THROUGH THE CHAIR

13. REPORTS FROM DELEGATES

14. CONFIDENTIAL ITEMS

RECOMMENDATION

That in accordance with section 89(2) of the Local Government Act 1989, Council resolves to close the meeting to members of the public to consider the following items which relate to matters specified under section 89(2), as specified below.

14.1 Early Childhood Intervention Service Review

Item 14.1 is Confidential under the terms section 89(2) of the Local Government Act 1989 as it contains information relating to: (c) industrial matters; AND (d) contractual matters.

15. DATE OF NEXT MEETING

The next Ordinary meeting of Council is scheduled to be held on Tuesday 25 August 2015 commencing at 7:00pm, at Council Chamber, Civic Centre, Anderson Street, Lilydale.

16. CLOSED COUNCIL



CODE OF ETHICS FOR COUNCILLORS

In providing for the good governance of its community, the Yarra Ranges Council has adopted the following Code of Ethics. It applies to all Councillors to ensure that they act honestly, in good faith and in the best interests of Yarra Ranges as a whole.

1. *Councillors will respect the personal views of other Councillors and the decisions of Council;*
2. *Councillors may publicly express their own opinions on Council matters but not so as to undermine the standing of Council in the community;*
3. *The Mayor will always represent the opinion or position of Council when speaking publicly;*
4. *Councillors will incur expenditure in a responsible manner and in accordance with the Councillor Expenditure and Donation Policy;*
5. *Councillors will avoid conflicts of interest and will always openly disclose any direct and indirect interests where they exist;*
6. *Councillors will act with integrity and respect when interacting with Council staff and members of the public;*
7. *Councillors will demonstrate fairness in all dealings and conduct and be open with and accountable to the community at all times; and*
8. *Councillors will conduct themselves in a manner that does not cause detriment to Council or the Yarra Ranges community.*

This Code forms part of the Code of Conduct for Councillors, adopted on 28 May 2013. The Code of Conduct will be reviewed following each Council Election.